



State of Tennessee  
Department of State  
**Tennessee State Library and Archives**  
403 Seventh Avenue North  
Nashville, Tennessee 37243-0312

**BOARD OF PAROLES  
CHAIRMAN'S RECORDS  
1977-[1979-1989]-1995**

**RECORD GROUP 312**

*Processed by:*

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Date Completed: 6-25-2004

**MICROFILM ONLY**

## **INTRODUCTION**

This finding aid concerns Record Group 312, Board of Paroles, Chairman's Records, 1977-1995. This record group consists mostly of alphabetical and chronological correspondence and subject files pertaining to the activities and responsibilities of the Board of Paroles from 1977-1995, however the bulk of the collection is concentrated in the years 1979-1989.

These records came from the State Records Center where they had been stored since 1997. They were transferred to the Tennessee State Library and Archives in 2000. In accordance with this collection's Records Disposition Authority (RDA) numbers, S1615 and S590, the material in Record Group 312 has been microfilmed and the originals were disposed of by state the approved method.

Record Group 312 consists of approximately 3 linear feet of records. This collection originally consisted of 37 boxes. Documents removed were numerous duplicate copies and routine office materials. Also removed were records containing confidential information of individual inmates and cases. There are no restrictions on access.

## **SCOPE AND CONTENT NOTE**

Record Group 312, Board of Paroles Records consists primarily of correspondence and subject files pertaining to the standard activities of the Board of Paroles from 1977-1995. Where possible, the original order was preserved and the original titles of each folder were maintained; however, where no original order existed, an organizational arrangement was imposed. Typical documents found in this collection are: board budgets; correspondence from board members and staff; minutes of an assortment of meetings and conventions; parole statistics and reports; and various records pertaining to individual programs and activities. However, much of the information in this collection is incomplete.

The collection has been arranged alphabetically by type of record. Budgets are arranged at the beginning of the collection, followed by correspondence, minutes, and statistical reports. Subject files are arranged at the end of the collection. Of particular interest may be the statistical reports kept by the board, which provide such information as the number of inmates paroled each month, monthly reports of parole regions, and fee collections.

## **AGENCY HISTORY**

### **Board of Paroles**

On February 18, 1961, Governor Buford Ellington signed into law an act placing a part-time Board of Probation and Paroles as a division of the Department of Correction. The Commissioner of Correction served as chairman and two members were appointed by the governor, one such member had to be a practicing attorney in this state and the other member selected from the business or educational field.

In 1963, legislation was passed increasing the size of the Board to five part-time members, the governor being empowered to appoint four of its members. In 1970 the governor began appointing all five members, with the Commissioner of Correction no longer serving as chairman.

April 4, 1972, was an important date in the historical development of the Tennessee Board of Paroles. It was on this date that Governor Winfield Dunn signed into law House Bill No. 582, creating a full-time board with set terms established by statute, to be known as the Tennessee Board of Pardons and Paroles. The board consisted of three members, the first full time charter board members were Charles Traughber, Dorothy Greer and Joseph Mitchell, each appointed by Governor Winfield Dunn. Terms of appointments were for six years, with initial appointments being for staggered terms of two, four and six years respectively. The governor also appointed a chairman whose term of office was two years, with a maximum of three consecutive terms.

Charles Traughber was appointed chairman in July 1972 and served until June 1976. He served as a member of the board from July 1976 through July 1977, when he was re-appointed chairman and served in that capacity through June 1979.

The Tennessee Board of Paroles had a landmark year in 1979. Governor Lamar Alexander enacted the "Pardons and Paroles Reform Act of 1979." This act was unique in that it created an autonomous full-time board which is separate functionally and administratively from any other agency.

On May 25, 1979, Governor Alexander signed the Pardons and Paroles Act of 1979 into law. With new autonomy came new and greater responsibilities. Previously field staff had been under the supervision of the Department of Correction. Beginning July 1, 1979, parole officers and support staff were placed directly under the supervision of the board, through the executive director and the director of paroles.

The governor appointed four members, two to terms of four years and two to terms of two years. Thereafter, all members were to be appointed or re-appointed to terms of six years. Nevin Trammell of Nashville was appointed chairman. Members included Charles Traughber, Nashville; Mary Walker, Nashville; Ed Hoover, Chattanooga; and Linda Miller, Memphis. In January 1988 Charles Traughber was re-appointed chairman of the Board. In 1989 the Board was expanded from five members to seven.

In July 1999, after more than a year of preparation, planning, and hard work, the transition into an officially blended probation and parole agency took place. The new agency established as a primary objective the balancing of caseloads and workload of Board of Probation and Parole officers, employing different case management and case monitoring techniques. <sup>1</sup>

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<sup>1</sup> Information from the Tennessee Board of Probation and Parole Website:  
[http://www2.state.tn.us/bopp/bopp\\_history.htm](http://www2.state.tn.us/bopp/bopp_history.htm)

## CONTAINER LIST

### **Microfilm Roll #1**

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#### **BOX 1**

1. Budget Requests, 1979
2. Budget, Fiscal Year 1980-1981
3. Budget, Fiscal Year 1983-1984
4. Budget, Fiscal Year 1984-1985
5. Budget, Fiscal Year 1985-1986
6. Budget, Fiscal Year 1986-1987
7. Budget, Fiscal Year 1987-1988
8. Budget, Fiscal Year 1988-1989
9. Budget, Fiscal Year 1989-1990
10. Budget, Fiscal Year 1990-1991
11. Budget, Fiscal Year 1991-1992
12. Correspondence, Ron Bishop, 1985-1987
13. Correspondence, Mike Bradley, 1981-1993
14. Correspondence, Bonnie Epperly, 1987
15. Correspondence, Odie Jones, 1988-1993
16. Correspondence, Michaela Matthews, 1987-1989
17. Correspondence, Jerry McClain, 1985-1991
18. Correspondence, Debbie Miller, 1986-1993
19. Correspondence, Linda Miller, 1986-1988
20. Correspondence, Colis Newble, 1988-1992
21. Correspondence, Steve Norris, 1985-1987
22. Correspondence, John Stoker, 1979-1981
23. Correspondence, Nevin Trammel, 1981-1986
24. Correspondence, Charles Traughber, 1977-1985
25. Correspondence, Charles Traughber, 1988
26. Correspondence, Charles Traughber, 1989
27. Correspondence, Charles Traughber, 1990
28. Correspondence, Charles Traughber, 1991
29. Correspondence, Charles Traughber, 1992
30. Correspondence, Charles Traughber, 1993
31. Correspondence, Commissioner of Corrections, 1980
32. Correspondence, Electronic Surveillance, 1988
33. Correspondence, Grubbs v Pellegrin Lawsuit, 1983-1985
34. Correspondence, Regional Directors, 1985
35. Correspondence, Staff Attorney, 1981
36. Correspondence, Staff Attorney, 1982-1983
37. Correspondence, Staff Attorney, 1990-1993
38. Correspondence, Staff Attorney, Legal Opinions

39. Correspondence, Miscellaneous, 1979-1995
40. Minutes, Administrative Meetings, 1980
41. Minutes, Administrative Meetings, 1981
42. Minutes, Administrative Meetings, 1982
43. Minutes, Administrative Meetings, 1983
44. Minutes, Administrative Meetings, 1984
45. Minutes, Administrative Meetings, 1985
46. Minutes, Administrative Meetings, 1986
47. Minutes, Administrative Meetings, 1987
48. Minutes, Administrative Meetings, 1988
49. Minutes, Administrative Meetings, 1989
50. Minutes, Administrative Meetings, 1990
51. Minutes, Administrative Meetings, 1991
52. Minutes, Administrative Meetings, 1992
53. Minutes, Administrative Meetings, 1993
54. Minutes, American Correction Association Meeting, 1988
55. Minutes, American Paroling Authorities International (APAI) Meeting, 1989
56. Minutes, Board Meetings, 1985
57. Minutes, Board Meetings, 1986
58. Minutes, Board Meetings, 1989
59. Minutes, Board Meetings, 1991
60. Minutes, Boot Camp Project Meeting, 1989
61. Minutes, Chairman's Meeting with Managers, 1989
62. Minutes, Criminal Justice Advisory Meeting, 1989
63. Minutes, Department of Correction/Board of Paroles Joint Meeting, 1990
64. Minutes, Department of Correction/Board of Paroles Joint Meeting, 1991
65. Minutes, Department of Correction/Board of Paroles Joint Meeting, 1992
66. Minutes, Division Director's Meeting, 1986
67. Minutes, Grubbs v Norris Status Conference, 1986
68. Minutes, Guidelines Committee Meetings, 1990
69. Minutes, Guidelines Subcommittee Meeting, 1986
70. Minutes, Hearing Officer Staff Meeting, 1990
71. Minutes, ICC Meeting (Acronym not identified) , 1989
72. Minutes, Institutional Parole Officer/Hearing Officer Supervisor Meetings, 1993
73. Minutes, Intensive Parole Supervision Meetings, 1987
74. Minutes, Law Enforcement Coordinating Committee Meetings, 1984
75. Minutes, Law Enforcement Coordinating Committee Meetings, 1985
76. Minutes, Law Enforcement Coordinating Committee Meetings, 1986
77. Minutes, Management Staff Meeting, 1986

## **Microfilm Roll #2**

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### **BOX 2**

1. Minutes, Management Staff Meeting, 1988 prominently
2. Minutes, Management Staff Meeting, 1989
3. Minutes, Management Staff Meeting, 1990
4. Minutes, Memphis Parole Office Meeting, 1988
5. Minutes, Nashville Criminal Justice Staff Meeting, 1989
6. Minutes, Organized Victims of Crime Meeting, 1990
7. Minutes, Paris Landing Meeting, 1992
8. Minutes, Penal Code Reform Meeting, 1987
9. Minutes, Policy Meeting, 1988
10. Minutes, Policy Meeting, 1989
11. Minutes, Policy Meeting, 1990
12. Minutes, Policy Meeting, 1991
13. Minutes, Reduction of Administrative Costs Meeting, 1989
14. Minutes, Regional Directors' Meeting, 1987
15. Minutes, Regional Directors' Meeting, 1988
16. Minutes, Regional Directors' Meeting, 1989
17. Minutes, Revocation Guidelines Meeting, 1988
18. Minutes, Revocation Guidelines Meeting, 1990
19. Minutes, Revocation Guidelines Meeting, 1991
20. Minutes, Southeastern Correctional Management Council Meeting, 1979
21. Minutes, Special Joint Legislative Committee on Homelessness Meeting, 1986
22. Minutes, Statistical Analysis Center Advisory Board Meeting, 1992
23. Minutes, Subcommittee Meetings, 1985
24. Minutes, Tennessee Board of Parole Training Meeting, 1989
25. Minutes, Tennessee Prison Population Management Task Force Meeting, 1985
26. Minutes, Training Academy Task Force Meeting, 1991
27. Statistical Reports, 1979
28. Statistical Reports, 1980
29. Statistical Reports, 1981
30. Statistical Reports, 1982
31. Statistical Reports, 1983
32. Statistical Reports, 1984
33. Statistical Reports, 1985
34. Statistical Reports, 1986
35. Statistical Reports, 1987
36. Statistical Reports, 1988
37. Statistical Reports, 1989
38. Statistical Reports, Psychological Report, 1989
39. Statistical Reports, 1990
40. Statistical Reports, 1991

41. Statistical Reports, 1992
42. Statistical Reports, 1993
43. Subject Files, County Jail & Workhouse Procedure, 1978
44. Subject Files, Emergency Release, 1978
45. Subject Files, Penitentiary Sentences and Eligibility, 1978
46. Subject Files, Recession Hearing Policy, 1978
47. Subject Files, Revocation Procedure, 1978
48. Subject Files, Anti-Abuse Treatment Prior to Release, 1979
49. Subject Files, Case Management Proposal, 1979
50. Subject Files, Church Release Sponsorship, 1979
51. Subject Files, Clemency Criteria, 1979
52. Subject Files, Emergency Rules, 1979
53. Subject Files, Information in Decision Making, 1979
54. Subject Files, House Resolution 227, 1979
55. Subject Files, Mental Screening Procedure, 1979
56. Subject Files, Parole Docket Information, 1979
57. Subject Files, Research and Evaluation, 1979
58. Subject Files, Accounting Procedures, 1980
59. Subject Files, Black on Black Crime, 1980
60. Subject Files, Board Reports, 1980
61. Subject Files, Fee System, 1980
62. Subject Files, Management Information Systems, 1980
63. Subject Files, Predictability Scales, 1980
64. Subject Files, Pre-Parole Testing Program, 1980
65. Subject Files, Questionnaire on Management Policies, 1980
66. Subject Files, Restitution, 1980
67. Subject Files, Risk Needs & Efficiency, 1980
68. Subject Files, Board Reports, 1981
69. Subject Files, Criminal Injuries Compensation, 1981
70. Subject Files, Issues of Concern to Parole Operations, 1981
71. Subject Files, Management Improvements, 1981
72. Subject Files, Program Evaluation, 1981
73. Subject Files, Board Reports, 1982
74. Subject Files, Class X Felons, 1982
75. Subject Files, Firearms, 1982
76. Subject Files, Sentencing Reform Act, 1982
77. Subject Files, Sex Offender Treatment, 1982
78. Subject Files, Board Reports, 1983
79. Subject Files, Good/Honor Time 1983
80. Subject Files, Grubbs Court Ordered Release, 1983
81. Subject Files, Admissibility of Emit Reports in Parole Revocation, 1984
82. Subject Files, Board Reports, 1984



83. Subject Files, Court Ordered Release, 1984
84. Subject Files, Prison Population Management, 1984
85. Subject Files, Syva Evaluation, 1984
86. Subject Files, Affirmative Action Plan, 1985
87. Subject Files, Cases for Administrative Action, 1985
88. Subject Files, Community Corrections Grants, 1985
89. Subject Files, Court Ordered Release, 1985
90. Subject Files, Executive Clemency, 1985
91. Subject Files, Inmate Orientation, 1985
92. Subject Files, Overcrowding, 1985
93. Subject Files, Parole Procedures, 1985
94. Subject Files, Proposed Rules and Amendments to Parole Procedures, 1985
95. Subject Files, Rulemaking Hearings, 1985
96. Subject Files, Tennessee Offender Management Information System, (TOMIS)
97. Executive Summery, 1985
98. Subject Files, Video Project, 1985
99. Subject Files, Criminal Justice Block Grant, 1986
100. Subject Files, Institutional Parole Officers, 1986
101. Subject Files, Intensive Parole Program, 1986
102. Subject Files, Jails Census Cost Comparison, 1986
103. Subject Files, Juvenile Crime Analysis, 1984-1986
104. Subject Files, Mutual Agreement Parole Program (MAPP), 1986

### **Microfilm Roll #3**

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105. Subject Files, Overcrowding Program Implementation, 1986
106. Subject Files, Parole Boards fact Sheet, 1986
107. Subject Files, Statistical Validation of the TN Parole Prediction System, 1986
108. Subject Files, Training, 1986
109. Subject Files, Trexan Report, 1986

### **BOX 3**

1. Subject Files, Agency Planning Form, 1987
2. Subject Files, Crossroads Program, 1987
3. Subject Files, Electronic Information Exchange System (EIES), 1987
4. Subject Files, Incarceration/Release Comparison, 1986-1987
5. Subject Files, Institutional Parole Officers, 1987
6. Subject Files, Intensive Parole Services, 1987
7. Subject Files, Jail/Prison Overcrowding Policy Approach, 1987
8. Subject Files, MAPP, 1987
9. Subject Files, Parole Risk Assessment Instrument Development, 1987
10. Subject Files, Risk Prediction Scale, 1987
11. Subject Files, Parole Process & Explanation, 1987

12. Subject Files, Standards for Adult Paroling Authorities, 1987
13. Subject Files, Structured Decision Making, 1987
14. Subject Files, Technical Assistance, 1987
15. Subject Files, Trexan Program Implementation, 1987
16. Subject Files, University of Tennessee Study Proposal, 1987
17. Subject Files, Warrant and Subpoenas Statistics, 1987
18. Subject Files, Absconder Unit, 1988
19. Subject Files, Accreditation, 1988
20. Subject Files, Administrative Services, 1988
21. Subject Files, Affirmative Action, Fiscal Year 1987-1988
22. Subject Files, Appeals Criteria, 1988
23. Subject Files, Audit, Government Operations Sunset Hearing, 1988
24. Subject Files, Board's Activities During June, 1988
25. Subject Files, Board Operations, 1988
26. Subject Files, Combining Parole/Pardons Field Services, 1988
27. Subject Files, Facility Transportation to De Novo Hearings Policy, 1988
28. Subject Files, Intensive Parole Supervision, 1988
29. Subject Files, MAPP, 1988
30. Subject Files, Overview Report of Mid-Cumberland Region, 1988
31. Subject Files, Parole Decision Variables, 1988
32. Subject Files, Parole Field Services Presentation, 1988
33. Subject Files, Planning Documents, 1988
34. Subject Files, Population Survey, 1988
35. Subject Files, Recommendations to the Corrections and Law Enforcement Training and Technical Assistance Advisory Committee, 1988
36. Subject Files, Sex Offender Program, 1988
37. Subject Files, State Audit of Board of Paroles, 1988
38. Subject Files, Survey on Psychological Evaluations, 1988
39. Subject Files, Technical Assistance Site Report, 1988
40. Subject Files, Tennessee's Overcrowded Prisons Report, 1988
41. Subject Files, Testimony to Sentencing Commission, 1988
42. Subject Files, Training, 1988
43. Subject Files, Training Guide, 1988
44. Subject Files, Visiting British Parole Delegation, 1988
45. Subject Files, Warrants and Subpoenas, 1988
46. Subject Files, Average Parole Data, 1989
47. Subject Files, Board Member/Hearing Officer "Survival Kit," 1989
48. Subject Files, Board of Operations Calendar, 1989
49. Subject Files, Constitution of Association of Paroling Authorities, 1989
50. Subject Files, Hitek Contract, 1989
51. Subject Files, Home Confinement, 1989
52. Subject Files, Information Systems, 1989
53. Subject Files, Intensive Supervision Program, 1989

54. Subject Files, Managing an Increased Parole Population, 1989
55. Subject Files, Nationwide Survey, 1989
56. Subject Files, Parole Legislation, 1989
57. Subject Files, Personnel, 1989
58. Subject Files, Planning Documents, 1989
59. Subject Files, Presentation to Special Joint Committee on Alcohol and Drug Abuse, 1989
60. Subject Files, Release Decision Making Guidelines, 1989
61. Subject Files, Safety Valve, 1989
62. Subject Files, Sentencing Commission, 1989
63. Subject Files, Sex Offender Program, 1989
64. Subject Files, War on Drugs Training Proposal, 1989
65. Subject Files, Warrants and Subpoenas, 1989
66. Subject Files, Hitek Contract, 1990
67. Subject Files, Intensive Parole Comparisons, 1988-1990
68. Subject Files, Risk Assessment, 1990
69. Subject Files, Sex Offender Program, 1990
70. Subject Files, Annual Report, 1990-1991
71. Subject Files, Fiscal Planning Document, 1991
72. Subject Files, Information Systems Managing, 1991
73. Subject Files, Information Systems Planning Project, 1991-1994
74. Subject Files, Parole Release Guidelines, 1991
75. Subject Files, Progressive Intervention, 1991
76. Subject Files, Sex Offender Program, 1991
77. Subject Files, TOMIS Management Overview, 1991
78. Subject Files, TOMIS Reports, 1991
79. Subject Files, Training, 1991
80. Subject Files, Victim/Offender Reconciliation Program, 1991
81. Subject Files, Felony Inmate Monitoring Report, 1992
82. Subject Files, TOMIS Status Updates, 1992
83. Subject Files, Visitors at Parole Hearings, 1992
84. Subject Files, APAI Parole Liability Report, 1993
85. Subject Files, Editorial By Charles Traugher, 1993
86. Subject Files, Entropy Limited, 1993
87. Subject Files, First Degree Murder Cases Under Supervision, 1993
88. Subject Files, Information Planning Project, 1993
89. Subject Files, TOMIS, 1993
90. Subject Files, Interstate Compact
91. Subject Files, Needs Assessment Training
92. Subject Files, Reports on Corrections by Pat Graham